

OIT 12074-85

25 OCT 1985

MEMORANDUM FOR: ADP Control Officers
Designated Area Security Officers

FROM:

[Redacted]

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Computer Security Group, OIT

SUBJECT:

Security Procedures for Personal Computers

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1. Attached is a copy of the Computer Security Group's (CSG) "Security Procedures for Personal Computers." This document provides minimum security standards and procedures for all Agency components that use or plan to use personal computers (PC). All Agency components are required to submit to CSG a PC security plan that discusses how the component will comply with the procedures. Special consideration should be given to the configuration, the use of fixed disks as a file server - which will require additional protection, control of magnetic media, and maintenance security procedures. A guideline is provided to assist you in preparing your component PC security plan.

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2. Before the end of CY85, CSG expects to have magnetic media classification labels available for use within the Agency. The labels will be distributed through the Agency Supply Room system. CSG will also publish a Headquarters Notice prescribing the use of the labels.

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3. If you have any questions concerning this document, please contact [Redacted] on extension [Redacted] or [Redacted]

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Attachments

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